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# NASA Policy Directive

**NPD 7410.5D**Effective Date: October 26, 2006  
Expiration Date: October 31, 2011**COMPLIANCE IS MANDATORY**[Printable Format \(PDF\)](#)

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## **Subject: Approval of Early Payment to Contractors Under the Prompt Payment Act**

**Responsible Office: Office of the Chief Financial Officer**

### **1. POLICY**

NASA shall make invoice payments subject to the Prompt Payment Act to vendors no more than seven days prior to the payment due date, unless a determination is made, on a case-by-case basis for specific payments, that earlier payment is necessary. This authority shall be used cautiously, weighing the benefits to the Government. Written determinations to approve early payments shall be retained in the payment file.

### **2. APPLICABILITY**

This NPD is applicable to NASA Headquarters and NASA Centers, including component facilities.

### **3. AUTHORITY**

- a. 31 U.S.C 3903, Prompt Payment; Regulations, as amended.
- b. 5 CFR Part 1315, Prompt Payment.

### **4. REFERENCES**

NASA Financial Management Requirements (FMR), Chapter 6, Prompt Payment.

### **5. RESPONSIBILITY**

The Deputy Chief Financial Officer (Finance) (DCFO(F)) at each Center is authorized to approve early payments, as are the Agency CFO and Agency

DCFO.

## 6. DELEGATION OF AUTHORITY

The authority to approve early payment may not be delegated.

## 7. MEASUREMENTS

Centers will report the number and dollar value of approved early payments in their Annual Report of Payment Activities, as required by FMR Volume 8, Chapter 11, Payment Activities Report.

## 8. CANCELLATION

NPD 7410.5C dated November 16, 2001.

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**/s/ Frederick D. Gregory**  
**Acting Administrator**

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### ATTACHMENT A: (TEXT)

(URL for Graphic)

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